

USFK REGULATION 703-1

PETROLEUM MANAGEMENT (703)

Bulk Petroleum Management

16 September 1993

UNCLASSIFIED

HEADQUARTERS
UNITED STATES FORCES, KOREA
UNIT #15237
APO AP 96205-0010

USFK Regulation
No. 703-1

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(Effective 1 October 1993)
Petroleum Management
BULK PETROLEUM MANAGEMENT

SUPPLEMENTATION. Issue of further supplements to this regulation by subordinate commands is prohibited unless prior approval is obtained from HQ USFK, ATTN: FKJ4-MS (SAPOK), Unit #15015, APO AP 96218-0171.

CONTENTS

	<u>Paragraph</u>	<u>Page</u>
Purpose	1	1
Applicability	2	1
References	3	1
Explanation of Abbreviations and Terms	4	1
Responsibilities	5	1
Policy	6	5
Petroleum Reports	7	5
Operations	8	6
Wartime Policy and Procedures	9	6
Petroleum Requirements	10	7
Interservice Support Agreements	11	7
Replacement In-Kind Agreements	12	7
Quality Surveillance	13	8
Accounting for Bulk Petroleum	14	9
Recoverable, Waste, and Slop Products	15	9
Oil Spill and Pollution Incident Response and Reporting	16	9
3 Appendixes		
A. References		A-1
B. Recurring Reports/Inputs		B-1
C. Detailed Listing of Recurring Reports		C-1
Glossary		Glossary-1

*This regulation supersedes USFK Reg 710-2, 13 May 1988.

1. PURPOSE.

a. This regulation establishes petroleum policy, assigns responsibilities, and prescribes procedures for the management of bulk petroleum for the United States Forces, Korea (USFK). It provides instructions for submission of petroleum, oil, and lubricants (POL) reports designed to obtain petroleum requirements, inventory, and related statistics from USFK component commands.

b. This regulation implements USCINCPACINST 4020.5.

2. APPLICABILITY. This regulation applies to USFK component commands, tenant organizations and the Joint United States Military Affairs Group, Korea. This regulation covers POL operations peculiar to the Republic of Korea (ROK). It does not replace existing service regulations governing normal fuel operations and reporting requirements. In the event service directives conflict with this regulation, the service office of primary responsibility (OPR) will notify the Sub Area Petroleum Office-Korea (SAPOK) who will staff resolution through the unified command if necessary.

3. REFERENCES. Required and related publications are listed in appendix A.

4. EXPLANATION OF ABBREVIATIONS AND TERMS. Abbreviations and terms used in this regulation are explained in the glossary.

5. RESPONSIBILITIES.

a. The Defense Fuels Office-Korea (DFOK) and the SAPOK located in Taegu, Korea, is a Defense Logistics Agency (DLA)/Defense Fuel Supply Center (DFSC) organization and is a tenant of the USFK command. DFOK is the integrated petroleum manager for all DLA bulk petroleum in the ROK as defined by DOD 4140.25-M and USCINCPACINST 4020.25 and the DLA Plan for Integrated Management of Bulk Petroleum (Phase II). As the integrated manager for bulk petroleum, the DFOK will--

(1) Assume property administration and account for all DLA fuel in the ROK.

(2) Perform quality surveillance of all DLA fuel or service owned fuel when requested.

(3) Operate and assume property administration for all petroleum facilities and systems licensed to DLA/DFSC for operation and maintenance, including the DFSC operated class "B" laboratory at Camp Humphreys.

(4) Coordinate with the appropriate USFK units and host nation representatives to ensure continued uninterrupted priority fuel support to USFK units in accordance with (IAW) the terms and conditions of the Trans-Korea Pipeline Memorandum of Agreement (MOA) and other host nation agreements as appropriate.

(5) Provide technical assistance to USFK units on petroleum matters within DFOK's capability.

USFK Reg 703-1

(6) Coordinate on and assist in the development of USFK wartime/contingency operational plans (OPLAN).

(7) Assist DLA/DFC in negotiating all Mutual Logistics Support (MLS)/Replacement in-Kind (RIK) agreements involving DLA/DFSC fuel, as well as other host nation support agreements involving fuel facilities and system as appropriate.

(8) Administer DFSC Government-owned, contractor-operated (GOCO) contracts involving fuel facilities.

(9) Function as part of the Combined Petroleum Support Center (CPSC) during contingencies and war IAW the CPSC Integrated Standard Operating Procedure, USFK Logistics Policy and Procedures guide (LP&P) and OPLANS. Provide the U.S. co-chairman of the CPSC.

(10) Coordinate with USFK and host nation representatives to continually enhance POL storage and distribution capabilities in the ROK. Continuously evaluate the petroleum market and petroleum logistics capabilities and advise the Unified Commander, DLA/DFSC, and Joint Chiefs of Staff of changes impacting peacetime and wartime operations and planning.

(11) Develop contingency support plans, in concert with the United Nations Command; Commander, USFK; Commander, Combined Forces Command (CFC); and Commander, Air Component Command, to acquire the necessary petroleum products, storage, and/or services to support contingency requirements.

b. The SAPOK is co-located and combined with the DFOK. The Chief of SAPOK is the Deputy Commander of DFOK. SAPOK is the focal point for joint petroleum doctrine and performs duties designated by the Unified Command Joint Petroleum Office (JPO) for the U.S. Commander in Chief, Pacific (USCINCPAC) and discharges staff petroleum logistics responsibilities within the scope of the Commander, USFK (COMUSKOREA). In discharging its staff petroleum duties, the SAPOK will--

(1) Establish petroleum policy, assign responsibilities, and prescribe procedures for the management of bulk petroleum for the USFK.

(2) Publish and maintain USFK Reg 703-1.

(3) Provide petroleum logistics planning and policy guidance to component commanders.

(4) Re-allocate and/or grant PWRMS waivers to component commands on permission from the JPO.

(5) Monitor service quality surveillance and correlation programs.

(6) Compile and forward wartime petroleum requirements for all USFK components to USCINCPAC, JPO.

(7) Ensure Bulk Petroleum War Reserve Stock (BPWRS) of bulk POL are maintained IAW the current Inventory Management Plan.

(8) Review petroleum plans and capabilities to ensure support for all units within the command.

(9) Advise the USCINCPAC, JPO, of any increase or decrease in USFK's petroleum operational capability.

(10) Recommend to the USCINCPAC, JPO, re-allocation of petroleum products storage and BPWRS designation based on changes to force structure and/or OPLANS.

(11) Coordinate and monitor host nation and interservice petroleum related support agreements and operational interfaces.

(12) Serve as the USFK chairman on the USFK/ROK Joint Petroleum Committee.

(13) Keep DFSC/Defense Fuels Region, Pacific (DFRPAC) informed on fuel requirements, storage and fuel distribution systems, laboratories, slating, and GOCO facilities in the ROK.

(14) Act as USFK chairman of the CPSC during contingencies and war IAW the CPSC Integrated Standard Operating Procedure and USFK LP&P guide.

(15) Review and coordinate USFK component commands plans for conversion from primary to alternate fuels when necessary.

(16) Ensure that fuel requirements, operations, and constraints are addressed and published in OPLANS fuels annexes and are coordinated with the Chairman, Joint Chief of Staff, and DFSC/DLA.

(17) Participate in host nation support negotiations relating to petroleum matters and coordinate the development and release of combined and/or allied petroleum planning data and agreements.

c. USFK Component Service Commanders will--

(1) Plan petroleum support for requirements established by COMUSKOREA in OPLANS; assist in the development and coordination of the Wartime Host Nation Support Petroleum Technical Arrangement and the Eighth United States Army (EUSA) Inland Petroleum Distribution Plan.

(2) Provide petroleum support to their own forces, deployed or to be deployed, IAW applicable directives and OPLANS.

USFK Reg 703-1

(3) Develop and maintain current petroleum requirements for forces in their command IAW DOD 4140.25-M and submit requirements to applicable service control points, providing a copy to SAPOK. Develop plans for conversion from primary to alternate fuels when necessary. Submit plans to SAPOK for review. SAPOK will submit service developed alternate fuel plans to the USCINCPAC, JPO.

(4) Provide for petroleum supply of other forces in the ROK IAW Interservice Support Agreements (ISAs), OPLANS, and as directed by the COMUSKOREA.

(5) Assist SAPOK as directed by the COMUSKOREA.

(6) Prevent pilferage and diversion of petroleum products IAW applicable service and Department of Defense (DOD) directives.

(7) Maintain inventory, quality assurance/surveillance, and accountability of petroleum products IAW applicable service and DOD directives.

(8) Coordinate with SAPOK on the establishment and implementation of interservice and host nation support agreements including MOA, memoranda of understanding, and RIK agreements pertaining to petroleum. Participate in formal Wartime Host Nation Support Technical Arrangements when requested by SAPOK.

(9) Prepare and submit designated petroleum reports IAW applicable service directives and paragraph 7 of this regulation.

(10) Provide a representative to the USFK/ROK Joint Petroleum Committee.

(11) Maintain appropriate BPWRS and/or basic load as appropriate at required levels and request waivers to violate established levels IAW appropriate directives.

(12) Submit DLA military construction qualified maintenance and repair projects for petroleum facilities to SAPOK/DFOK for review and eligibility for host nation combined defense improvement project. SAPOK/DFOK will forward projects to DLA/DFSC for prioritization and selection.

d. The Commander, EUSA, in addition to subparagraph 5c, will--

(1) Provide for petroleum supply for U.S., allied, and combined forces to support wartime/contingency OPLANS IAW joint doctrine and theater OPLANS.

(2) Publish and update the EUSA Inland Petroleum Distribution Plan.

(3) Coordinate with the host nation and publish the Wartime Host Nation Petroleum Agreement Technical Annex.

(4) Provide petroleum technical assistance to USFK component commanders when requested within the capability of EUSA.

6. POLICY. Bulk petroleum resources will be carefully managed to ensure timely supply, adequate storage, safety in operations, and precise accountability to the maximum extent possible, consistent with mission and readiness requirement, and IAW applicable directives. Specifically, USFK components commands will--

a. Support DOD peacetime and wartime missions and permit successful deployment and employment of forces at minimum cost IAW DOD directives.

b. Minimize the number of petroleum products stocked and distributed, and make maximum use of readily available commercial fuels minimizing inventories consistent with peacetime and wartime needs.

c. Make maximum use of commercial and host nation sources of supply to meet peacetime and wartime requirements.

7. PETROLEUM REPORTS.

a. General. The effectiveness of POL support depends on accurate and timely reporting of requirements, consumption, capabilities, and storage data. Reports are necessary to--

(1) Identify requirements and supply limitations.

(2) Ensure continuity of supply.

(3) Ensure proper accountability is maintained.

(4) Coordinate with the host nation.

b. Recurring reports/inputs. USFK component commands will submit recurring reports IAW the appropriate DOD, Unified Command, Sub-unified Command and individual service directives. Appendixes B and C of this regulation list the recurring reports required to satisfy reporting requirements of this regulation.

c. The Commercial Defense Reserves Status Report (RCS DJ-168 (R1)) (required by DOD 4140.25-M) permits host nation petroleum stocks to satisfy the USFK BPWRS, if the stocks are dedicated and set aside for USFK, and if they are quantifiable. The Petroleum Agreement of 1964 is the basis for the ROK-held, USFK-designated commercial defense reserves. SAPOK monitors the status of the reserves at the various ROK refineries. SAPOK will coordinate with the CFC, C-4, to obtain copies of refinery inventory reports from the Logistics Bureau of the ROK Ministry of National Defense. These reports will be requested at least annually, and will be appropriately filed. The format will vary, but the following information will be included, as a minimum:

(1) Total defense reserves at each refinery, by product.

USFK Reg 703-1

(2) Total USFK-designated reserves at each refinery, by product.

(3) Refinery name, location, and tank number where reserves are held.

d. Unscheduled/special reports/inputs.

(1) Out-of-schedule or upon request reports/inputs may be periodically requested by SAPOK. These requests will be passed to the appropriate action organizations with as much lead time as possible.

(2) Proposed changes to USFK petroleum storage and distribution systems will be submitted to the SAPOK, Unit #15015, APO AP 96218-0171, for coordination a minimum of 30 days in advance of execution. This includes tanks or dispensing facilities out of service for more than 24 hours for any reason. SAPOK will be notified immediately by telephone, followed by priority message, when emergencies arise that require the immediate removal of petroleum systems from service.

8. OPERATIONS.

a. SAPOK is a key member on the ACofS, J4, staff. Direct communication with component commands by SAPOK regarding POL operational and administrative matters is authorized, whether in its peacetime role as SAPOK or in a wartime role as U.S. Chairman of the CPSC. This does not relieve SAPOK of the responsibility for informing and coordinating with all echelons of command involved.

b. Within their capability, each member of the USFK POL community will ensure responsive POL operations support to all USFK or tenant organizations, whether they be service-affiliated, cross-serviced, or ROK-serviced. When directed by the Commander, USFK, services will establish operational procedures that uniformly support the USFK mission in both peacetime and wartime.

9. WARTIME POLICY AND PROCEDURES.

a. The USFK fuels community will operate in peace, as it does in war, to the maximum extent possible. The following documents specify petroleum policy and procedures for wartime operations:

(1) USFK LP&P Guide.

(2) USFK OPLANS.

(3) EUSA Petroleum Inland Distribution Plan.

(4) Trans Korea Pipeline EVA.

(5) Wartime Host Nation Support Petroleum Technical Arrangement.

b. USFK component commanders will comply with the documents listed in 9a(1) through 9a(5) to support USFK's petroleum wartime mission and ensure individual command directives do not conflict with these documents. If a conflict exists, the documents listed in subparagraph 9a(1) through 9a(5) will take precedence.

10. PETROLEUM REQUIREMENTS.

a. Peacetime requirements for the DFSC Contract Bulletin will be computed and submitted by the individual services IAW DOD 4140.25-M, DFSC Reg 4220.1, and respective service regulations.

b. Wartime requirements are identified in USFK OPLANS. Component commands are required to maintain an accurate appraisal of their wartime fuel requirements as computed per individual service methodology. Requirements will be submitted in the annual POL capabilities report by SAPOK. SAPOK will provide annual wartime requirements to EUSA to update the EUSA Inland Petroleum Distribution Plan. EUSA also will submit DD Form 1887 (Prepositioned War Reserve Requirements for Terminal Storage) annually to the U.S. Army Petroleum Center through the USCINCPAC, JPO. Other USFK services complete this report only on request from their respective service headquarters (HQ).

11. INTERSERVICE SUPPORT AGREEMENTS. USFK component commands will develop POL ISAs to ensure efficient utilization of petroleum resources. POL ISAs will be developed between component commands whenever petroleum support will exceed 90 days. POL ISAs will be executed IAW USCINCPAC 4000 series instructions and appropriate service directives. The service component desiring or requiring a POL ISA is responsible for its development. SAPOK will assist component commanders in ISA development and coordination. Component commanders will provide copies of all petroleum ISAs to SAPOK.

12. REPLACEMENT IN-KIND AGREEMENTS. RIK agreements are Mutual Logistics Support Agreements (MLSA) and are governed by USFK Reg 12-16, and EUSA Reg 12-16. The office of primary responsibility for MLSAs is the ACofS, J4, Plans and Program Division, Programs and Agreements Branch (FKJ4-P-G, telephone 723-8056). The following provisions will be followed with regard to MLSA/RIKs:

a. USFK component commanders will ensure petroleum RIK agreements comply with directives listed in subparagraph 9a(1) through 9a(5) and are coordinated with SAPOK. SAPOK will ensure appropriate coordination within the ACofS, J4.

b. Component commanders are responsible for negotiating and implementing their petroleum RIK agreements for reconciliation of such agreements IAW with the appropriate directives.

c. RIK agreements that involve DFSC owned fuel and/or that require fuel reconciliation, (fuel payback) through the bulk petroleum (wholesale fuel) system must include DLA/DFSC in the RIK negotiation. DFOK is the point of contact. Under these circumstances, DLA/DESC will negotiate the terms and conditions of the RIK, and will assume funding authority for the agreement.

13. QUALITY SURVEILLANCE.

a. A strong quality surveillance program is necessary. The individual services, and DOD in general, have well-established procedures for quality surveillance. In addition, fuel quality testing facilities are available if cross-service support is required.

b. It is the responsibility of the service owning or having custodianship over the fuel to adhere to the appropriate service-directed procedures and to ensure existence of a viable quality surveillance program. The DFOK, has property administration over wholesale stocks in-country and must follow DOD procedures. Organizations of the military services that receive fuel directly from a contractor also will establish a quality surveillance program incorporating the requirements of DLAM 4155.1/AR 715-27/AFM 74-3/NAVSUPINST 5014. The DFOK is responsible for assuring that on specification product is delivered to the services. They also will provide technical advice and assistance to the services on request. Assistance includes specialized testing if the service does not have intrinsic capability and/or if an ISA is enacted because the requirement is extensive or extended over a period of time. Services should coordinate their requests directly with the DFOK, ATTN: Quality Division, Unit #15015, APO AP 96218-0171.

c. The USCINCPAC, JPO, has established an extensive fuel testing correlation program for major laboratories in the Pacific Command (PACOM). GOCO and commercial laboratories under a service or product contract are required to participate. Procedures are provided in USCINCPACINST 4020.5. SAPOK will monitor the program and correlate test results to ensure in-country area and contract laboratory capability is adequate to support USFK needs.

d. The Quality Division, DFOK, will notify SAPOK immediately, by telephone, when quality surveillance tests performed on specific overseas tanker cargoes exceed one or more of the applicable use limits. IAW USCINCPACINST 4020.5 and DOD 4140.25-M, DFSC-T and the appropriate quality assurance representatives will also be notified promptly.

e. SAPOK will be included as an information addressee on all communications regarding requests for disposition of off-specification product.

f. SAPOK will conduct periodic liaison visits to POL terminals, testing laboratories, and field activities storing bulk fuels or lubricants for general issue for the purpose of monitoring the quality surveillance program.

14. ACCOUNTING FOR BULK PETROLEUM.

a. Appropriate service and DOD directives provide detailed procedures to account for bulk petroleum. It is the responsibility of the owning organization having custodianship over the fuel to follow these procedures. In the case of wholesale fuel stocks as defined by DOD 4140.25-M and the DLA Plan for Integrated Management of Bulk Petroleum, the DFOK is the management center and overall accounting office. DFOK or service HQ will provide SAPOK data regarding fuel inventories, issues, receipts, and losses.

b. Accounting for combat fuels. Upon commencement of hostilities and on direction from the CPSC, component commanders will initiate combat fuels accounting procedures IAW DOD 4140.25-M.

15. RECOVERABLE, WASTE, AND SLOP PRODUCTS.

a. Each of the services will establish programs for handling petroleum no longer usable for its originally intended purpose. Regardless of specific designations and definitions used by the individual services, such products, whether it is retail or wholesale, should be disposed of in an environmentally sound way.

b. The generator of POL is responsible for--

(1) Providing appropriate collection facilities, adequate POL collection operations, and appropriate environmental safeguards.

(2) Disposing of properly segregated used oil, either by reuse in the generator's operation, or by environmentally acceptable installation/area service contract.

(3) Each Area Environmental Coordinator is the point of contact concerning recoverable waste products.

16. OIL SPILL AND POLLUTION INCIDENT RESPONSE AND REPORTING.

a. Spill response. In case of an oil spill or other pollution incident, the individual or activity identifying that the incident has occurred, will take appropriate safety precautions, and immediately notify the installation fire department (telephone number 117 on most installations) and the Provost Marshal. The local notification will be followed by the containment phase whereby the installation response team (IRT) will stop the flow, and erect a barrier and/or absorb the oil/pollutant with suitable absorbent materials, and plug all sewer inlets and open drains/channels/ditches. As determined by the IRT, the Provost Marshal will limit access to the spilled area and notify personnel in the spill vicinity if the spill is a threat to their health or safety. This may include coordinating evacuations. Leakage from any vessel (tank, ship, and so forth), will require the vessel be taken out of service and all products removed from the vessel and piping systems. Finally, during the clean-up phase, the IRT will absorb, pump or excavate the contaminant(s), and dispose hazardous and oil laden wastes IAW DOD environmental standards and Korean waste management regulations. Each major USFK base/installation will develop spill control and response plans, periodically exercise these plans, and update these plans at least on an annual basis.

b. Reporting procedures. The USFK, ACoS, Engineer, Unit #15237, APO AP 96205-0010 is the central point of contact for all petroleum spills and environmental incidents occurring within USFK. All USFK activities will adhere to the guidance established by the USFK Engineer (Environmental Program Office). In addition to established unit/installation response and reporting procedures, units will report any petroleum incident occurring on or off post through the Installation On-Scene Coordinator (generally the senior fire response or environmental officer) via telephone

USFK Reg 703-1

during duty hours to the Environmental Programs Office (DSN: 723-5049; Commercial: 02-7913-5049) and to SAPOK (Telephone: DSN 764-5204/5132; Commercial: 053-470-5204/5132). During non-duty hours telephone reports to Command Center Seoul (CC-Seoul - DSN 723-3029/3033, Commercial: 02-7913-3029/3033). Moreover, Installation G-5 and Public Affairs Officers shall inform ROK civilian officials in order to limit the environmental and public relations impact of the incident, and to request fire/police support as needed.

(1) Initial telephonic reports will provide as much information as possible utilizing the following reporting criteria: Within 24 hours a complete written report will be sent via priority message or facsimile to the ACofS, Engineer Environmental Program Office (MSG address: CDR USA EIGHT SEOUL KOR//FKEN-E//; FAX DSN: 723-6088, Commercial: 02-7913-6088), with an information copy to SAPOK (MSG address: DFOK TAEGUKOR//SAIPOK//FAX: DSN 764-5103, Commercial: 053-470-5103). All EUSA units are to further provide a copy of the written incident report to the 19th Support Command, ACofS5, Engineer, Environmental Compliance Office (MSG address: CDR 19SUPCOM Taegu KOR//EANC-EN-ENB); FAX DSN: 768-8729. Commercial: 053-470-8729. Follow on status reports will be numbered sequentially and continue every 24 hours until notified by the Environmental Program Office that reports are no longer required.

(2) During exercises and hostilities, units will contact their Maneuver Damage Claims Officer; and the Maneuver Damage Claims Officer will report major spills through the Division G-5 to CC-Seoul. At CC-Seoul, the C-5, with the assistance of the CR/USFK Engineer and U.S. Army Contracting Command, Korea, will take any additional action necessary. In the event of a spill at sea, the Commander, Naval Forces, Korea (CNFK) will activate their Oil Spill Control Plan IAW CNFK Reg 5090.1. The Navy-on-Scene Commander will initiate a message to the appropriate Navy HQ and will inform CC-Seoul of the location and extent of the spill. The Navy will initiate control and contract clean-up of the spill. The CNFK maintains responsibility for tracking spills at sea, and will direct the actions for containment and countermeasures as appropriate.

c. Reporting criteria. The initial report and subsequent follow-up reports must include, but are not limited to the following:

- (1) Data and time of actual spill or detection of pollution or fire incident.
- (2) Geographic areas affected by incident - include a sketch of the site with as much detail as possible and indicate the direction of contamination migration.
- (3) Likelihood of fire and explosion hazard if incident was a spill.
- (4) Type of fuel(s) involved and a estimated quantity of each fuel released.
- (5) Where a vessel (for example, tank, tanker, ship, and so forth) is involved, provide the initial quantity of fuel in the vessel prior to the incident.
- (6) Cause of incident, if known; if under investigation, identify the investigation agency and provide a point of contact.

- (7) Weather conditions at the time of the incident.
 - (a) General (for example, sunny, partly cloudy, precipitation).
 - (b) Temperature.
 - (c) Wind speed (for example, gale (>32 mph, breezy, calm to light) and direction (critically important if incident involves a fire or dispersion/volatilization of fuel towards a residential area).
- (8) If a spill, has the spill been contained? How? When? By whom?
- (9) Has all the free products been removed? Approximately how much was recovered?
- (10) Injuries and/or fatalities directly related to the incident, provide specific details.
- (11) Environmentally impact.
 - (a) Composition of the local soil strata in the vicinity of the incident (for example, clay, sand, gravel, organic, loam (mixture of clay, sand, and organic material)).
 - (b) Topography (for example, flat, moderate slope (3-12%), steep slope (>12%), rolling).
 - (c) Vegetation in the vicinity of the incident, indicate the types (for example, grass, rice, and so forth) and densities (dense, moderate, scattered, sparse, absent).
 - (d) Occurrence of surface water (drainage ditches, standing surface water, ponds, lakes, rivers, seas, and so forth) and/or ground water (this includes wells) within 1/4 mile of the incident.
 - (e) Proximity of residential, commercial, and agricultural areas to the incident.
- (12) Has residual contamination been removed and the affected area been satisfactorily remedied? How? When? By whom?
- (13) Local interest and press coverage.
- (14) Names, titles, and telephone number of host nation officials contacted and/or involved in the incident; indicate also when each host nation official was initially notified and by whom.
- (15) Name, grade, and organization of claims officer who was notified.
- (16) Name, title, rank/grade, and telephone number of each USFK person notified of the incident. Indicate when each person was initially contacted.
- (17) Name, title, rank/grade, telephone, and fax number of person completing this incident report.

USFK Reg 703-1

(18) Date and time of last incident report (if this is the initial report indicate so).

(19) Was a spill contingency plan available and implemented at the time of the incident?

The proponent of this regulation is the office of the Assistant Chief of Staff, J4. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, USFK, ATTN: FKJ4-MS (SAPOK), Unit #15015, APO AP 96218-0171.

FOR THE COMMANDER:

OFFICIAL:

WILLIAM W. CROUCH
Lieutenant General, USA
Chief of Staff

//ORIGINAL SIGNED BY//

LILLIAN C. SMITH
Lieutenant Colonel, USA
Assistant Adjutant General

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- 3 - ACofS, ENG, ATTN: FKEN-E,
Unit #15237, APO AP 96205-0010

APPENDIX A

REFERENCES

Section I. REQUIRED PUBLICATIONS

AR 710-2 (Supply Policy Below the Wholesale Level). Cited in app C and glossary.

CNFK Reg 5090.1 (Naval Bulk Petroleum Operations). Cited in subparagraph 16b(2).

DFSC Reg 4220.1 (Requirements Submission Schedule for Petroleum Products). Cited in subparagraph 10a.

DLAM 4155.1/AR 715-27/AFM 74-3/NAFVSUP 5014 (Petroleum Procurement Quality Assurance Manual). Cited in subparagraph 13b.

DOD 4140.25-M (Procedures for Management of Petroleum Products). Cited in subparagraphs 5a, 5c(3), 7c, 10a, 13d, 14a, 14b, and app C.

EUSA Reg 700-1 (Energy Management). Cited in app C.

USCINCPACINST 4020.1 (USPACOM Bulk Petroleum Slatting). Cited in app C.

USCINCPACINST 4020.5 (Petroleum Operations in PACOM). Cited in subparagraphs 1b, 13c, 13d, and app C.

USCINCPACINST 4020.25 (Bulk Petroleum Contingency Reporting). Cited in subparagraph 5a.

USFK Reg 12-16 (Mutual Logistics Support Between the United States Forces and the Republic of Korea Forces). Cited in paragraph 12.

USFK Reg 55-35 (Wartime Movements Program). Cited in app C.

Section II. RELATED PUBLICATIONS.

AFM 85-16 (Maintenance of Petroleum System.).

AFR 19-14 (Management of Recoverable and Waste Liquid Petroleum Products).

AFR 144-1 (Fuels Management).

AFTO 00-25-172 (Ground Servicing of Aircraft and Static Grounding and Bonding).

Annual Book of ASTM Standards, Parts 23, 24, and 25.

AR 11-11 (War Reserve).

USFK Reg 703-1

AR 37-103 (Disbursing Operations for Finance and Accounting Offices).

AR 420-49 (Heating, Energy Selection, and Fuel Storage, Distribution, and Dispensing Systems).

AR 700-36 (Overseas Laboratories for Support of Quality Surveillance on Petroleum Products).

DA Pam 385-3 (Protective Clothing and Equipment).

DA Pam 710-2-2 (Supply Support Activity Supply System: Manual Procedures).

DLAM 4720.1 (DLA Facilities Projects Manual).

DLAR 4155.27/AFR 74-16/AR 700-36/NAVSUPINST 4730.1D/MCO) 84760.1A (Overseas Laboratories for Support of Quality Surveillance on Petroleum Products).

EUSA Petroleum Inland Distribution Plan.

EUSA Reg 37-16 (Procedures for Documenting and Reporting of Reimbursable Support).

EUSA Reg 37-34 (Financial Accounting for Supply Expense with Eighth United States Army).

Federal Test Method Standard No. 791b.

FM 10-13 (Supply and Services Reference Data).

FM 10-18 (Petroleum Terminal and Pipeline Operations).

FM 10-20 (Organizational Maintenance of Military Petroleum Pipelines, Tanks and Related Equipment).

FM 10-68 (Aircraft Refueling).

FM 10-69 (Petroleum Supply Point Equipment and Operations).

FM 10-70 (Inspecting and Testing Petroleum Products).

FM 10-71 (Petroleum Tank Vehicle Operations).

FM 10-72 (Petroleum Surveillance, Laboratories, and Kits).

FM 101-10-1 (Staff Officer's Field Manual--Organizational, Technical, and Logistical Unclassified Data).

MIL HDBK 200 (Quality Surveillance Handbook for Fuels, Lubricants, and Related Products).

MIL STD 161 (Identification Methods for Bulk Petroleum Products Systems, Including Hydrocarbon Missile Fuels).

MIL STD 457 (Frequency for Inspection and Cleaning of Petroleum Fuel Operating and Storage Tanks).

MO 230 (Maintenance Manual for Petroleum Fuel Facilities).

National Fire Protection Association Code 30.

Occupational Safety and Health Standards.

SB 710-2 (Supply Control: Combat Consumption Rates for Ground and Aviation-Type Petroleum Products).

TM 5-678 (Repair and Utilities--Petroleum, Oil, and Lubricants (POL)).

TO 42B-1-1 (Quality Control of Fuels and Lubricants).

TO 42B-1-23 (Disposal of Waste Liquid Fuels and Other Petroleum Products).

USCINCPACINST 4000.2 (Oil and Hazardous Substances Pollution Prevention and Contingency Program).

USCINCPACINST 11000.5A (Disposal of Tetra-ethyl and Lead Petroleum Contaminants (Sludge) by the Preferred Method of Weathering).

USCINCUNC/CFC Logistics Policies and Procedures (LP&P) Guide (S).

USCINCUNC Operation Plan 5027 (S).

USFK Reg 55-35 (Wartime Movements Program).

USFK Reg 700-16 (Logistics Support of United States Nongovernmental, Nonmilitary Agencies/Organizations/Individuals and Non-United States Agencies/Organizations/Individuals in the Republic of Korea).

1959 U.S.-ROK Excess Property Agreement.

RECURRING REPORTS/INPUTS
(By period and responsible organization*)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	OTHER
Commercial Facilities, Services, and Capabilities Report (RCS USCINCPAC 4020-3)	X (1)												
Overseas Bulk Petroleum Message Slate (RCS DLA(M)-1881(DFSC))	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	X (1/2)	
Source Identification & Ordering Authorization (SIOATH) Status Report (RCS DLA(M)-1882(DFSC))	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	
Bulk Petroleum Terminal Report (RCS DLA(M)-1883(DFSC))	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	
Bulk Petroleum Terminal Message Report (RCS DLA(W)-1884(DFSC))													Weekly (2)
Prepositioned War Reserve Requirements for Terminal Storage (RCS DLA(A)-1887(DFSC))									X (3)				
Intratheater Tanker Transport Requirements (RCS DLA(AR)-194(DFSC))													As directed annually by JPO. (1)
Bulk Petroleum Storage Facilities Report (RCS DD-MIL(A)-506)													As required by service HQ and SAPOK. (2,3,4,5)
Tankage and Construction/Repair/Conversion Projection (RCS USCINCPAC 4020-4)									X (1/2)				
DLA-Funded Project Nominations (RCS USCINCPAC 4020-5)													As requested annually. (1,2)

*Responsible organizations: (1) SAPOK, (2) DFOK (3) EUSA (4) USAF (5) USN (6) CFC (7) EUSA MSCs (8) 19th SUPCOM (9) Airbases/Navy (USMC) Data

RECURRING REPORTS/INPUTS

APPENDIX B

USFK Reg 703-1

B-1

RECURRING REPORTS/INPUTS
(By period and responsible organization*)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	OTHER
PACOM Petroleum Port and Terminal Data Report (RCS USCINCPAC 4020-14)	X (1/2)												
Petroleum Capabilities Report (POLCAP) (RCS USCINCPAC 4020-22)	X (2,3,4,5) (6,7)	X (1)											Submission also at DEFCON 3 (1,5,6,8,9,10)
Petroleum Damage and Deficiency Report (REPOL) (RCS USCINCPAC 4020-21)													Submission at DEFCON 1 and daily thereafter. (1,4,5,7,8,9)
Operational Laboratory Report (RCS USCINCPAC 4020-6)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	X (2)	
Laboratory Capability Report (RCS USCINCPAC 4020-7)	X (2)					X (2)							
Correlation Test Program (RCS USCINCPAC 4020-17)		X (2)				X (2)				X (2)			
Bulk Petroleum Requirements (RCS AMC-120):													
(a) Aviation (1.1h)			X (3,4,5)										
(b) Ground (1.1a)			X (3,4,5)										
(c) Inco-Plane (1.2b)									X (3,4,5)				
Commercial Defense Reserves Status Report (RCS DU-168(R1))													As requested annually by SAPOK. (6)

*Responsible organizations: (1) SAPOK, (2) DFOK (3) EUSA (4) USAF (5) USN (6) CFC (7) EUSA MSCJ (8) 19th SUPCOM (9) Airbases/Navy (USMC) Data

APPENDIX C

DETAILED LISTING OF RECURRING REPORTS

C-1. Overseas Bulk Petroleum Slate (RCS: DLA(M)-1881 (DFSC)).

Submitted by: SAPOK (by AUTOVON).
To: USCINCPAC, JPO.
Format: Message.
Reference: USCINCPACINST 4020.1, USCINCPACINST 4020.5, DOD 4140.25-M.
Due date: By 2400, second calendar day, monthly.

C-2. PACOM Area Petroleum Port and Terminal Data (RCS: USCINCPAC 4020-14).

Submitted by: SAPOK.
To: USCINCPAC.
Info: U.S. Commander in Chief, Pacific Fleet (USCINCPACFLT) and
Commander, U.S. Army Western Commander (WESTCOM).
Format: Message.
Reference: USCINCPACINST 4020.5.
Due date: 31 March, annually.

C-3. Commercial Facilities, Service, and Capabilities Report (RCS: USCINCPAC 4020-3).

Submitted by: SAPOK.
To: USCINCPAC, JPO and DFRPAC.
Info: DFOK-O/F/Q.
Reference: USCINCPACINST 4020.5
Due date: 31 January, annually.

C-4. Mobility Fuels Allocation.

Submitted by: EUSA POL office.
To: Major subordinate commands.
Format: Message.
Reference: EUSA Reg 700-1.
Due date: 1 August, annually.

C-5. Intratheater Tanker Transport Requirements (RCS: DLA(AR)-194(DFSC)).

Submitted by: SAPOK.
To: USCINCPAC, JPO.
Info: DFOK-O/F/Q and Commander, U.S. Forces, Japan (COMUSJAPAN), Yokota AB
(JA/J41/SAPOJ//).
Format: Message.
Reference: DOD 4140.25-M.
Due date: As requested, usually January or February

USFK Reg 703-1

C-6. (C) Bulk POL Storage Facilities (RCS: DD-MIL(A)-506).

Submitted by: SAPOK.
To: USCINCPAC, JPO.
Reference: USCINCPACINST 4020.5 and AR 710-2.
Due date: August, annually.

C-7. (C) Petroleum Damage Deficiency Report (REPOL) (RCS: USCINCPAC 4040-21).

Submitted by: COMUSKOREA (SAPOK/CPSC).
To: USCINCPAC, JPO.
Info: See reference.
Format: Message (priority or higher).
Reference: USCINCPACINST 4020.5
Due date: At DEFCON 1, within 8 hours; every 24 hour thereafter.

C-8. (C) Petroleum Capabilities Report (POLCAP) (RCS: USCINCPAC 4020-22).

Submitted by: COMUSKOREA (SAPOK/CPBC).
To: USCINCPAC.
Info: See reference.
Format: Message (priority or higher).
Reference: USCINCPACINST 4020.5
Due date: At DEFCON 3, within 8 hours; every 24 hour thereafter. Also annually, by 10 April.

C-9. Monthly Fuels Consumption Report (RCS: DJ-106).

Submitted by: Major subordinate commands.
To: EUSA POL office.
Format: See reference.
Reference: EUSA Reg 700-1
Due date: Telephonic by the 5th of each month; written by the 15th of each month.

C-10. DA Form 4702-R (Monthly Bulk Petroleum Accounting Summary).

Submitted by: Mobility fuel allocated units.
(Major subordinate commands).
To: EUSA POL office.
Format: DA Form 4702-R.
Reference: AR 710-2
Due date: 15th of each month.

C-11. Commercial Defense Reserves Status Report (RCS: DJ-168(R1)).

Submitted by: Logistics Bureau, ROK Minister of National Defense.
To: SAPOK.
Reference: USFK Reg 703-1.
Due date: Annual, suggested O/A 31 March

C-12. (S) Petroleum Storage Review Planning Data (RCS: DLA(OT)-23214 (DFSC)).

Submitted by: USAPC (STSGP-FM).
To: SAPOK.
Format: DFSC Form 21.50 (OT).
Due date: Annually, approximately June.

C-13. Mobility Fuels Forecast.

Submitted by: Major subordinate commands.
To: EUSA POL office.
Format: None specified.
Reference: EUSA Reg 700-1.
Due date: 1 August, annually.

C-14. Korea Tanker Schedule.

Submitted by: Commander, Military Sealift Command, Far East (COMSCFE) Yokohama, Japan.
To: SAPOK and DFOK-O/Q.
Format: Message.

C-15. Overseas Tanker Schedule.

Submitted by: COMUSJAPAN (JA/J41/).
To: SAPOKC and DFOK-O/Q.

C-16. (C) Petroleum Damage Deficiency Report (REPOL) (RCS: USCINCPAC 4020.21).

Submitted by: 7AF and Commander, U.S. Naval Forces, Korea (COMNAVFORKOREA); 19th SUPCOM (including input from 2d Infantry Division (2ID); and Combined Field Army (CFA) (will include wholesale separately).
To: COMUSKOREA (SAPOK/CPSC).
Info: Main Camp Tango (C-4).
Format: Message (priority or higher).
Reference: USCINCPACINST 4020.5 and USCINCUNC/CFC LP&P Guide.
Due date: At DEFCON 1, within 5 hours; every 24 hours thereafter.

USFK Reg 703-1

C-17. (C) Petroleum Capabilities Report (POLCAP) (RCS: USCINCPAC 4020-22).

Submitted by: 7AF, COMNAVFORKOREA, and 19th SUPCOM (including input from 2ID and CFA) (will include wholesale separately).

To: (COMUSKOREA (SAPOK/CPSC).

Info: Main Camp Tango (C-4).

Format: Message (priority or higher).

Reference: USCINCPACINST 4020.5 and UNCCINCUNC/CFU LP&P.

Due date: At DEFCON 3, within 5 hours; every 24 hours thereafter.

C-18. Prepositioned War Reserve Requirements for Terminal Storage (RCS: DLA(A)-1887 (DFSC)).

Submitted by: EUSA POL office.

To: SAPOK/DFOK for review and comments.

Format: DD Form 1887.

Reference: DOD 4140.25-M and AR 710-2.

Due date: 1 January and 1 July.

C-19. Interservice Supply Support Agreements(ISAs).

Submitted by: ACoS, J4 (DJ-RSM-PM).

To: SAPOK/DFOK for review.

Format: DD Form 1144 (Support Agreement).

Reference: DOD 4140.25-M.

Due date: As required.

C-20. Bulk Petroleum Terminal Report (RCS: DLA(W)-1884(DFSC-MIN)).

Submitted by: DFOK-O.

To: DFSC-OB.

Info: SAPOK, USCINCPAC JPO, DFRPAC, CDRWESTCOM, USCINCPACFLT, COMNAVLOGPAC, USCINCPACAF, USCINCPAC ANBCP.

Format: Message (see reference).

Reference: USCINCPACINST 4020.5 and DOD 4140.25-M.

Due date: Each Friday as of 0800.

C-21. SIOATH Status Report (RCS: DLA(M)-1882 (DFSC)).

Submitted by: DFRPAC, Camp H.M. Smith, HI.

To: DFOK-O/Q and Contractor.

Info: SAPOK.

Format: Message.

Reference: DOD 4140.25-M and AR 710-2.

Due date: As of COB last day of the month and sent NLT the fifth of the next month.

C-22. Operational Laboratory Report (RCS: USCINCPAC 4020-6).

Submitted by: DFOK-Q.
To: USCINCPAC, JPO/DFRPAC.
Info: SAPOK.
Format: See reference.
Reference: USCINCPACINST 4020.5.
Due date: Monthly.

C-23. Consolidated Message Slate.

Submitted by: USCINCPAC, JPO.
Info: SAPOK/DFOK-O/Q.
Format: Message.
Reference: USCINCPACINST 4020.1.
Due date: Monthly.

C-24. Correlation Test Program (RCS: USCINCPAC 4020-17).

Submitted by: DFOK contracted laboratories.
To: USCINCPAC, JPO.
Info: SAPOK.
Format: See reference.
Reference: USCINCPACINST 4020.5.
Due date: Annually, each February, June, and October (4 weeks after sample receipt).

C-25. (S) Inventory Management Plan Requirement and Levels.

Submitted by: DFSC-O.
To: AIG distribution.
Format: Book.
Reference: DOD 4140.25-M.
Due date: Annually, 1 October and 1 April.

C-26. Automated Emergency Movements Program.

Submitted by: ACoS, J4 (DJ-T).
Info: Copy to SAPOK (Bulk POL requirements/movements only).
Format: Computer printout.
Reference: USFK Reg 55-35.
Due date: On receipt of DPA from DFSC-O.

USFK Reg 703-1

C-27. DFSC Format 21.1 (Source Identification and Ordering Authorization (SIOATH)).

Submitted by: DFRPAC
To: Contractor.
Info: DFOK, as per DOD 4140.25-M.
Format: DFSC Format 21.1.
Reference: DOD 4140.25-M.
Due date: On receipt of DPA from DFSC-O.

C-28. DD Form 1155 (Order for Supplies or Services/Request for Quotations).

Submitted by: DFRPAC, Camp H. M. Smith, HI.
To: Contractor.
Info: SAPOK.
Format: DD Form 1155.
Reference: DOD 4140.25-M.
Due date: As required.

C-29. (C) Bulk POL Storage Facilities (RCS: DO-MIL(A)-506).

Submitted by: DFOK/Service HQ, as requested.
To: SAPOK.
Format: 506 Worksheet.
Reference: USCINCPACINST 4020.5 and AR 710-2.
Due date: Update worksheets supplied in July.

C-30. Estimated Bulk Requirements (RCS: AMC-120).

Submitted by: EUSA POL office.
To: DFOK/SAPOK for review.
Format: DA Form 2714 (Purchase Programs 1.1a, 1.1h, 1.8v).
Reference: AR 710-2.
Due date: 1.1a and 1.1h, 15 March; 1.8v, 1 December (Once reviewed by DFOK/SAPOK, it will be forwarded to USAPC (STSGP-FM)).

C-31. Into-Plane Requirements.

Submitted by: EUSA/Service HQ.
To: USAPC.
Info: SAPOK.
Format: See reference.
Reference: DOD 4140.25-M.
Due date: 1 October.

C-32. Tank Construction, Repair, and Cleaning Schedule (RCS: USCINCPAC 4020-4).

Submitted by: DFOK-O/F/SAPOK.
To: USCINCPAC, JPO
Info: DFRPAC.
Format: See reference.
Reference: USCINCPACINST 4020.5
Due Date: 30 September.

C-33. DLA Funded Project Nominations Storage/Distribution Facilities and Conversion Projects (RCS: USCINCPAC 4020-5).

Submitted by: DFOK-F.
To: DFSC.
Info: SAPOK.
Reference: USCINCPACINST 4020.5
Due date: Annually, as requested.

C-34. Laboratory Capability Report.

Submitted by: DFOK-Q.
To: SAPOK/JPO.
Format: IAW USCINCPACINST 4020-5.
Due date: 31 January and 30 June.

GLOSSARY**Section I. ABBREVIATIONS**

ACofS	Assistant Chief of Staff
BPWRS	bulk prepositioned war reserve stocks
CFC	Combined Forces Command
CNFK	Commander, Naval Forces Korea
COMUSKOREA	Commander, United States Forces, Korea
CPSC	Combined Petroleum Support Center
DFOK	Defense Fuels Office-Korea
DFRPAC	Defense Fuels Region, Pacific
DFSC	Defense Fuels Supply Center
DLA	defense logistics agency
DOD	Department of Defense
EUSA	Eighth United States Army
HQ	headquarters
IAW	in accordance with
ISA	interservice support agreement
JPO	Joint Petroleum Office
LP&P	logistics policy and procedures
MLS(A)	mutual logistics support (agreement)
MOA	memorandum of agreement
OPLANS	operations plan
POL	petroleum, oil, and lubricants

USFK Reg 703-1

RIK	replacement-in-kind
ROK	Republic of Korea
SAPOK	Sub-Area Petroleum Office-Korea
U.S.	United States (of America)
USCINCPAC	United States Commander in Chief, Pacific
USFK	United States Forces, Korea

Section II. TERMS

Basic load. Supplies kept by using units for use in combat. The quantity of each item of supply in a basic load is related to the number of day in combat the unit may be sustained without resupply.

Bulk petroleum products. Those petroleum products normally transported by pipeline, rail tank car, tank truck, tank trailer, barge, or ocean tanker and stored in tanks or containers that have fill capacities exceeding 500 gallons.

Controllable loss. A controllable loss is one that could have been prevented by proper supervision of personnel, maintenance of equipment, adherence to standards of USFK Reg 703-1.

Inventory management plan. An annual set of publications of the DFSC which compiles all bulk petroleum stockage requirements for the U.S. military services, promulgated and funded prepositioned war reserve materiel stocks and peacetime operating stocks authorizations.

Major subordinate command. Major subordinate commands, as used in this regulation, is a generic term relating to all USFK major subordinate EUSA commands, U. S. Air Forces, Korea wings/support groups, and Navy/Marine deployed units augmenting U. S. Naval Forces, Korea.

Operation loss procedures, and so forth. Any loss not directly attributable to normal evaporation, handling, and transportation is controllable. Losses such as pipeline breaks, spills, tank overfills, and equipment malfunctions are usually controllable.

Packaged petroleum fuels. Fuels that are transported, stored, or issued in containers of 55 gallons or less or in 500-gallon collapsible drums. (See AR 710-2.)

Packaged petroleum products. Petroleum products, other than fuels, that are stored, transported, and issued in containers of 55 gallons or less. Oils, lubricants, and greases are packaged petroleum products. These products are usually resupplied using Military Standard Requisitioning and Issue Procedures.

Peacetime operating stocks. Those stocks of materiel on hand to satisfy the peacetime stockage objective.

Glossary-2

Peacetime stockage objective. The maximum quantity of materiel authorized to be on hand to sustain current operations. It is based on the safety level and economic resupply quantities.

Prepositioned war reserve materiel requirement. That portion of the total requirements reserved for war that approved Secretary of Defense guidance dictates be reserved and prepositioned prior to hostilities at or near the point of planned use or issue to the user to reduce reaction time and ensure timely support of the specific force or project until replenishment.

Quality assurance. The program by which the Government determines if contractors have fulfilled their contract obligations pertaining to the quality and quantity of products and related services that are destined to become U.S. Government owned.

Quality surveillance. The total measures used to determine and maintain the quality of U.S. Government-owned bulk and packaged petroleum products so that those products are suitable for immediate use as intended.

Replacement-in-kind. The issue or receipt of fuels (MOGAS, diesel, or JP4) between USFK services and ROK military forces for the purpose of mutual support.

Retail products. Bulk petroleum (both prepositioned war reserve materiel stock and peacetime operating stock) owned by the U.S. military services.

Slate. In overseas areas, monthly reports of planned 5-month tanker delivery requirements for overseas ports. PACOM slates are submitted to DFSC by the JPO using feeder data from the sub-area petroleum offices.

Wholesale products. Bulk petroleum (both prepositioned war reserve materiel stock and peacetime operating stock) owned by the DLA through the Defense Fuel Stock Fund.